

Covington: Unmatched quality of life



MINUTES CITY OF COVINGTON ARTS COMMISSION MEETING

**Thursday, January 14, 2011
6:30 p.m.**

**Council Chambers
16720 SE 271st Street, Suite 100, Covington**

CALL TO ORDER

Chair Lobdell called meeting to order at 6:45 p.m.

MEMBERS PRESENT

Gregg Lobdell, Chair; Donna Tonella, vice chair; Rudi Sullivan, secretary; Beatrice Wambui, Member

MEMBERS ABSENT.

Commissioner Bisordi was absent.

MOTION: That the absence of Commissioner Bisordi be excused. Motion passed unanimously.

CITY STAFF PRESENT

Pat Patterson, Recreation & Aquatics Manager

PLEDGE OF ALLEGIANCE

Commissioner Sullivan read an inspirational message.

APPROVAL OF AGENDA

Commissioner Wambui asked that a discussion of Covington Days be added to the proposed agenda.

MOTION: That the agenda be approved as amended. Motion passed unanimously.

APPROVAL OF CONSENT AGENDA

- MOTION: That the minutes of the Regular October 14, 2010 be approved. Motion passed unanimously.
- MOTION: That the minutes of the Regular December 9, 2010 be approved. Motion passed unanimously.

CITIZEN COMMENTS

There were no visitors at this meeting

CONTINUED BUSINESS

2010 Display Artists: The January display artist's work is currently hanging in Council Chambers. In February, city-owned art will be displayed. Commissioners Sullivan and Tonella will meet with Pat

Any person requiring a disability accommodation should contact the City at least 24 hours in advance for more information. For TDD relay service please use the state's toll-free relay service (800) 833-6384 and ask the operator to dial (253) 638-1110.

Patterson on Wednesday, January 26th, 10:30 a.m., to identify locations of city-owned art hanging through the city offices, label locations, and discuss creation and/or re-creation of a permanent document identifying city-owned works. Commissioner Lobdell will assist by taking photos of artwork and Commissioner Bisordi has indicated her interest in working on this project. Hanging of February's display will be Monday, February 7th. March display will feature Student Art Show works.

2010-11 Task List:

Student Art Show needs were discussed at length. Several proposed dates included in the work plan were changed. The changed Student Art Show calendar will be sent to commissioners and staff. Pat will send Donna, for review and editing, copies of letters sent to participating businesses last year. These letters could also be sent to new businesses asking for their participation. Clarification and review of work scheduled for inventory, hanging and take down of art works resulted in several date changes. Commissioner Lobdell will take pictures for the reception program and work with Pat to complete it. Pat will get information from Karla regarding Scoop and Update deadlines for show publicity.

Commissioners clarified individual responsibilities and dates for Student Art Show inventory and upcoming dates for tasks.

NEW BUSINESS

Publicity: Information from Karla Slate, information officer, reinforced that publicity is dependent on space availability, priority, and news-worthiness. Pat distributed Publicity Tool Kit information, and discussion centered around the importance of allowing enough lead-time and adequate reminders to ensure publicity through city facilities.

The commissioners also discussed when it would be appropriate to contact outside media first. It was reiterated that city staff should FIRST be apprised of the publicity opportunity. Pat should be notified if we are approached by outside media or plan to contact media with a publicity idea.

The city's website is in the process of being updated.

Recruitment of Commission Members:

How to proceed with recruitment, applications by, and council interviewing of potential Commission members was discussed. There currently are two positions empty, one ending in 2011, and one ending in 2012. In addition, two commissioners' terms are scheduled to end at the end of May 2011, and it is not known at this time for they will apply to be reappointed. It was the consensus of the group that the two vacant positions be filled as soon as possible and that Commissioner Lobdell, in his monthly report to the Council, ask that the following be considered.

MOTION: That Commission Position 5, currently unfilled, which expires in 2012, be filled and that Council consider filling Position 3 which expires in 2011, to an extended term ending in 2014, both positions filled as soon as possible. Motion passed unanimously.

Covington Days: Commissioner Wambui reported that the Institute for Community Leadership has offered its property for use during Covington Days. Pat will pass on this information to the organizing committee, which meets February 9th. The Lions Club is the sponsor of Covington Days. Cedar Heights Middle School has been considered as a site for the event, but nothing final has been decided.

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Strategy Consultation: A free consultation on management strategies for cultural organizations is available on request. A consultant is available for a 2-hour session on how to make your organization more effective. Pat will send an e-mail with more information for commissioners to consider.

Multicultural Fair: Commissioner Wambui suggested creating a multicultural fair. Commissioner Lobdell asked her to come back with a plan including a timeline, costs, and a general who/what/where/when and how of this possibility.

Approval of Group Memory: The group memory was approved by consensus.

ADJOURN

Chair Lobdell adjourned the meeting at 8:52 p.m.

The next meeting will be Thursday, February 10, 2011 at 6:30 p.m.

Recording of Group Memory,
Rudi Sullivan, Secretary

Recording of Minutes
Donna Tonella, vice chair